

### **3:08 RECORDS:**

### **Article 2B § 12-213(a)(b)**

(a) Licensees shall keep accurate records of all purchases of alcoholic beverages for a period of two years from the date of each purchase and continue to retain such records for any alcoholic beverages that remain on the premises after the applicable two year period. Such records shall include the date of each purchase, the quantity purchased and the name and address of each seller. Such records pertaining to purchases or sales of alcoholic beverages shall be open for inspection at all times by duly authorized representatives of the Board. It shall be the duty of all holders of licenses to keep complete and accurate books of account of their receipts and expenditures in such form as may be prescribed by the Liquor Control Board showing in detail the daily receipts from the sale authorized therein; said Licensees shall also procure vouchers or purchase slips for all alcoholic beverages, foods, or other commodities and items bought and permitted to be sold therein. RECORDS WILL BE CHECKED SEMI-ANNUALLY BY BOARD INSPECTORS.

If it is shown by such records, reports, or by investigation that any Licensee is violating the provisions of this section; and, after hearing, if such violation is substantiated, the License shall be immediately revoked.

(b) With the approval of the Board, the Chief Inspector shall be empowered to contract with or hire any independent accounting firm to audit the books and accounts of any Licensee.

#### **Article 2B § 15-205(i)**

(c) Licensees shall keep on their premises records containing the legal names, aliases, address, ages, and social security numbers of all persons employed by them. Such records shall be open for inspection at all times by duly authorized representatives of the Board, any Police Agency of Harford County, and other governmental agency.